

Eudora City Commission Meeting
City Hall – 4 E. 7th Street
Eudora, Kansas
January 13, 2020
7:00 pm

Call to Order

Mayor Tim Reazin
Vice Mayor Ruth Hughs
Commissioner Jolene Born
Commissioner Troy Squire
Commissioner Tim Bruce

Quorum noted.

Pledge of Allegiance was recited.

Changes or additions to agenda

Mayor Reazin requested to add an item to the agenda before the Oath of Office thanking Commissioner Squire. Mayor pointed out Commissioners Bruce and Hughs would be sworn in at the same time as newly elected Commissioner Lehmann.

Commissioner Hughs moved the City Commission approve the agenda with the noted changes, motion seconded by Commissioner Bruce, all ayes, motion carried, 5-0.

Mayor Reazin presented Commissioner Squire a plaque thanking him for his service. He thanked Commissioner Squire for interviewing for the position after the former Commissioner resigned. Commissioner Squire was a huge benefit to the city, its citizens and the community. He was given a round of applause.

Commissioner Hughs commented Squire has been an exemplary commissioner and it was a privilege to service with him.

Commissioner Squire commented he was fortunate to have this opportunity. He is proud of the outstanding work the Commission and staff do. He is proud to live in Eudora and call it home.

Oath of Office

City Clerk Schmeck administered the Oath of Office to newly elected Commissioners Roberta Lehmann, Ruth Hughs and Tim Bruce.

Elect Mayor

Commissioner Hughs moved the City Commission elect Tim Reazin as Mayor for 2020, motion seconded by Commissioner Born, all ayes, motion carried, 5-0.

Elect Vice Mayor

Mayor Reazin moved the City Commission elect Ruth Hughs as Vice Mayor for 2020, motion seconded by Commissioner Born, all ayes, motion carried, 5-0.

Consent agenda items

- A. Consider minutes of December 9, 2019 Eudora City Commission meeting
- B. Consider warrants against the City of Eudora
- C. Consider November Police Department report
- D. Consider November Fire Department report

E. Consider Kansas Rural Water Association Designation of Voting Delegate

F. Consider Resolution 2020-01 GAAP waiver

Commissioner Hughs moved the City Commission approve the consent items, motion seconded by Commissioner Bruce, all ayes, motion carried, 5-0.

Public comments

Public comments were invited and none were heard.

Business Items

A. Recognize Eric Strimple for achieving Certified Municipal Clerk designation

Clerk Schmeck thanked Eric Strimple for his hard work and dedication during his employment with the city and congratulated him on his achievement of Certified Municipal Clerk. Schmeck introduced Lana McPherson, DeSoto City Clerk and the president of the International Institute of Municipal Clerks and other clerks from the surrounding area who came to recognize Eric Strimple for achieving CMC designation. McPherson passed out flyers with information on the IIMC organization. Mayor Reazin presented Strimple with a plaque and McPherson pinned a CMC pin on Strimple's lapel. Mayor Reazin congratulated Strimple and thanked him for helping in various ways. Commissioner Hughs commented she has known Strimple since the 3rd grade and she is amazed at how hard he worked to get where he is.

B. Consider request from Sonic Drive In to replace mechanical marquee sign

Codes Administrator Curt Baumann outlined the request for an animated sign from Custom Neon & Vinyl Graphics on behalf of Sonic Drive In. All requests for animated signs are subject to City Commission approval. Tim Robitaille explained Custom Neon & Vinyl Graphics was hired to replace the mechanical marquee with an updated electronic display. After a discussion, it was decided to table the request until more accurate information regarding the size of the current sign could be presented. It was discussed to drop the Sonic sign down closer to the proposed animated sign to closer resemble the current sign ordinance. Manager Matite suggested deferring the item and staff will meet with the applicant and development team and bring the item back.

Mayor Reazin moved the City Commission table this item until more information is available, motion seconded by Commissioner Born, all ayes, motion carried, 5-0.

C. Consider 2019 4th Quarter Planning and Codes Department report

Codes Administrator Curt Baumann and Codes Enforcer Gordon Snyder presented the 4th Quarter report for the Codes Department.

D. Consider swimming pool resurfacing and paint contract

Parks & Recreation Sally Pennington reported the leak has been fixed at the swimming pool. The pool needs to be sandblasted and painted. The pool was painted three years ago but wasn't sandblasted which explains why the paint is has started chipping so soon. Staff reported the surface is in bad repair and there were a lot of paint chips in the filters. A flyer was distributed with an explanation of how to fund the project which is not yet final because staff is waiting on a determination whether or not we will be awarded a grant for the Lucy Kaegi Trail.

Commissioner Born moved the City Commission award Torrey Brothers, Inc. the 2020 swimming pool resurfacing contract in an amount not to exceed \$53,940, motion seconded by Commissioner Hughs, all ayes, motion carried, 5-0.

Mayor and City Commission Comments

Mayor Reazin thanked Commissioner Lehmann for running for office and welcomed her to the Commission. He appreciated the holiday lights downtown. He thanked Assistant Manager Herring for filling in for Manager Matite while he was out of the office. He commented Assistant Chief Nathan Stoermer tendered his resignation letter. He thanked Stoermer for his service. He requested mayoral appointments to the Planning Commission, Board of Zoning Appeals and the Library Board be on the next agenda.

Commissioner Bruce – No comment.

Commissioner Hughs commented she has worked closely with the Senior Resource Center in Lawrence and is happy to say the first meal for seniors at the Recreation Center was a success. At least thirty people attended. She thanked Manager Matite and Management Intern Jeff Rhodes for also attending.

Commissioner Born loved the new directional signs that were recently installed around the entrances of Eudora. She has heard a lot of positive feedback.

Commissioner Lehmann loved the new parking area at the Recreation Center.

City Manager and Staff Comments

City Manager Barack Matite thanked former Commissioner Troy Squire for his service. Matite congratulated and welcomed Commissioner Lehmann. Matite has started working with a consultant to schedule a strategic planning retreat for the Commissioners. It should be sometime in March. He will send more details later. He congratulated Eric Strimple on achieving his Certified Municipal Clerk designation and thanked Clerk Schreck for encouraging Strimple to achieve this goal.

Assistant City Manager Leslie Herring reminded the Commission that Local Government Day in Topeka is scheduled for Wednesday, January 22nd. Commissioner Bruce will be attending. Commissioners Born, Hughs and Lehmann will check to see if they are available. A possible quorum was noted and will be posted. Herring reminded the Commission that the Comprehensive Plan survey is up on the website. The first public meeting/open house will take place on Tuesday, February 4th at 7:00 pm to 8:30 pm at City Hall. Herring is finalizing work on focus group invitations. Each group should have ten to fifteen diverse citizens on it.

Director of Public Works Branden Boyd commented Water Well #10 is completed and online. Staff met with the Winchester water line contractors last week. They are slated to start work by March 1st. Flyers will be sent out to inform citizens of the construction schedule. Nottingham demolition should be completed soon. The brush facility was open on the 4th and had about the same amount of people use it as last time roughly 20-23 citizens. Snow removal went well this weekend. Striping will be done on the new parking spots at the Recreation Center as soon as weather permits.

Police Chief Wes Lovett – No comment.

Fire Chief Ken Keiter did not attend meeting.

Parks & Recreation Director Sally Pennington – No comment.

City Clerk Pam Schreck – No comment.

Mayor Reazin moved the City Commission recess for Facilities Naming & Donation Policies Work Session, motion seconded by Commissioner Born, all ayes, motion carried, 5-0.

Work Session

A. Facilities Naming & Donation Policies

Management Intern Jeff Rhodes stated he is looking for feedback from the Commission to establish a policy for naming facilities and accepting donations. Rhodes asked the following questions:

1. Is a program desired to accept and manage facility and asset donation, adoption, sponsorship, and naming? The consensus was yes.

2. If the City Commission does desire the creation of a program to accept and manage facility and asset donation, adoption, sponsorship, and naming, who should manage the applications, review, and approval of these assets (e.g. The City Commission, City staff, the Parks & Recreation Foundation or another community group)? The consensus was once a policy is established it could be approved by Parks & Recreation. If it is in another public space, it should go to the department it would affect and that department would bring it to the Commission.
3. Residents and organizations have interest in donating any number of items to place on public property; however, these requests and items aren't typically planned in City master planning documents nor department maintenance schedules. Given this reality, would it be acceptable to limit the types of assets accepted? The consensus was yes; there should be a list of items to choose from. Although, if the donation is a commemorative bench it could be slightly different (color, etc..) but in the same style that is established in the area.
4. Requests to donate assets or name facilities typically are made in a way that honors a certain person in a place that is meaningful to that person; however, these requests and items aren't typically planned in City master planning documents nor department maintenance schedules. Given this reality, would it be acceptable to limit the places where assets will be installed? The consensus was yes. Staff will bring back something to address life cycles of those items being dedicated.
5. Historically, requests to donate assets to be placed on public property, are made by residents and organizations at inconsistent intervals (i.e. some months staff may receive no requests, two requests, or many requests), which can make it difficult for staff to respond in a timely, organized way about what is acceptable and when and how the asset will be accepted. Given this reality, would it be acceptable to create certain limited, regular time periods when applications are accepted or when assets are installed? The consensus was yes.

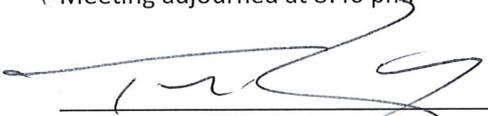
Mayor Reazin suggested samples or pictures of the different items to see before making a decision on what will be accepted. Commissioner Bruce suggested annually picking a project and those that donate will have their name placed on a plaque.

Included in the policy should be direction on how to handle those ideas from citizens that are not included in the donation policy.

Mayor Reazin brought the meeting to order at 8:39 pm.

Commissioner Bruce moved to adjourn, motion seconded by Commissioner Born, all ayes, motion carried, 5-0.

Meeting adjourned at 8:40 pm



Tim Reazin, Mayor



Pam Schmeck, City Clerk